

# 40 Point CHECKLIST



## *Representative:*

### *Dusting*

- Blinds
- Lighting Fixtures
- Vents
- TV & Monitors (not screens)
- Door Frames
- Tables and Chairs
- Shelves
- Bathroom Mirror
- Trash Cans (exterior)
- Window Sills
- Under AC Unit (if applicable)

### *Floors and Baseboards*

- Vacuum
- Wet Mopping
- Dry Mopping

### *Before We Leave*

- General Tidying Up
  
- Return Supplies if Needed
- Empty Trash/recycling
- Replace Receptacle Liners
- Turn off lights and fans
- Final Walk-through

## *Date:*

### *Wipe Down*

- Kitchen Counters
- Kitchen Cabinets, Exterior
- Refrigerator (exterior)
- Dishwasher (exterior)
- Kitchen Faucet
- Table Tops
- Bathroom Counters
- Bathroom Shelves (exterior)
- Shower Door
- Shower Caddy/Soap Dish

### *Scrub*

- Stove Top
- Wall Behind Stovetop
- Kitchen Sink
- Microwave
- Toaster
- Load/Run Dishwasher (1 load) or Empty if clean
- Bathtub/shower
- Bathroom Sinks
- Toilet

### *Add Ons*

- Extended time for area of concern